



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

KIRK T. STEUDLE  
DIRECTOR

March 15, 2018

Dear MDOT DBE:

Our Supportive Services Program is changing! Effective April 1, 2018, MDOT will offer 75% reimbursements for certain associations. We will continue to offer MDOT sponsored training classes and conferences. In order to be eligible for the following reimbursements, firm must have attended an MDOT DBE Orientation session. Effective April 1, 2018, MDOT will reimburse for supportive services as follows:

**Association Memberships:** (\$3,000 maximum) MDOT will reimburse 75% of the cost associated with joining these associations: American Council of Engineering Companies (ACEC), Asphalt Pavement Association of Michigan (APAM), Construction Association of Michigan (CAM), Michigan Infrastructure & Transportation Association (MITA), Michigan Minority Contractors Association (MMCA) and the National Association of Minority Consulting Engineers (NAMCE) Michigan Chapter. All other associations will be reimbursed at 50%, with up to three memberships per fiscal year. In addition MDOT will offer 50% reimbursement for the standard Bid Express. To qualify for reimbursement the association must be transportation-related and support, or have a direct connection with, your major business activity. The association also must be in compliance with Michigan Act 162.

**Consultant Services Program:** (\$3,000 maximum) MDOT will reimburse 75% of the accounting cost associated with becoming MDOT prequalified. **In order to receive reimbursement a Prequalification rating must be assigned.**

**Education and Training Program:** (\$1,500 maximum) MDOT will reimburse 50% of the cost of training given by technical and/or professional organizations (MITA, CAM, ACEC, NAWIC - Small Business Opportunity Events, etc) and governmental agencies. Training sponsored by MDOT will continue to be offered at no or minimal cost to DBEs. All training must be held in Michigan.

**Construction Payment Mediation:** (\$2,000 maximum) MDOT will reimburse 75% of the cost of mediation. In order to receive reimbursement firms must submit a receipt showing that payment has been made to the mediator. Firms must also submit a copy of the results of the mediation.

**MicroStation:** (\$3,000 maximum) MDOT will reimburse 75% of the cost of purchasing MicroStation for those firms in the engineering/design field that require this for Prequalification.

**Website Design:** (\$500 maximum) MDOT will reimburse 50% of the cost associated with Website Development and other online marketing tools.

**Federal Acquisition Regulation (FAR) Audits:** (\$3,000 maximum) MDOT will reimburse 50% of the accounting cost associated with becoming FAR compliant.

The amount of reimbursement will not exceed the fiscal year maximum allowed through these programs.

This reimbursement program is for MDOT certified DBEs who will bid on construction related MDOT work. We will continue to review reimbursements and compare them to companies actually bidding on MDOT projects and attending MDOT sponsored trainings. All companies must attend MDOT sponsored trainings and be in compliance with MDOTs contract requirements to be eligible for reimbursement.

These reimbursements are subject to change based on available funding. Should you have any questions about these changes, contact us at [mdot-dbe@michigan.gov](mailto:mdot-dbe@michigan.gov) or call Nick Sundberg at 866-323-1264.

Sincerely,

Lisa Thompson, Administrator  
Office of Business Development